



BOXBOROUGH PLANNING BOARD
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Owen Neville, Chair

Eduardo Pontoriero, Clerk

Nancy Fillmore

John Markiewicz

Meeting Minutes

October 20, 2014

7:30 PM

Morse-Hilberg Room, Town Hall, 29 Middle Road

Members present:

Owen Neville, Chair

Nancy Fillmore, Member

John Markiewicz, Member

Adam Duchesneau, Town Planner

Members absent:

Eduardo Pontoriero, Clerk

The Chair called the meeting to order at 7:32 PM.

Meeting Minutes of October 15, 2014

Ms. Fillmore MADE a MOTION to approve the minutes of October 15, 2014 as amended. Mr. Markiewicz SECONDED the MOTION. All members voted in favor.

Joint Public Meeting with the Board of Selectmen to Discuss the Appointment of Members to the Master Plan Update Committee

Prior to joining the Board of Selectmen's meeting, Mr. Duchesneau went over the list of members who had been designated to represent their respective Board, Commission, or Committee on the Master Plan Update Committee (MPUC). Mr. Duchesneau stated he had reached out to Dmitry Bykhovsky, the owner of Alpha Cars, to fill the Local Business Owner position on the MPUC. Mr. Bykhovsky indicated he would only be able to attend some of the MPUC meetings due to family commitments and Mr. Duchesneau asked the Planning Board if he should still be considered for MPUC membership. Mr. Markiewicz stated he felt Mr. Bykhovsky would be a valuable member to the MPUC because he has demonstrated he can bring a successful business to Boxborough and he would add a lot to the Committee. Ms. Fillmore suggested reaching out to additional businesses in the community such as Astro Crane and National Technical Systems, Inc. (NTS).

At 7:45 PM the Planning Board then joined the Board of Selectmen at their meeting in the Grange Meeting Room of Town Hall to discuss this agenda item.

Town Planner Duchesneau, members of the Planning Board, Boxborough Housing Board Chair Al Murphy, and Council on Aging Chair Frank Powers were present for the appointment of the members to the Master Plan Update Committee [MPUC]. This will be ad-hoc committee with a specific scope and term. There was discussion regarding the appointment of the Energy Committee representative scheduled for November 3rd; the appointment of alternate members,

and Town Planner Duchesneau's efforts to recruit a local business owner as an ex-officio member soon.

Selectman Les Fox moved to appoint members to the Master Planning Update Committee for terms starting effective immediately and ending on December 31, 2015 and alternate members as follows: John Markiewicz, Planning Board, and alternates shall be all other Planning Board members; Les Fox, Board of Selectmen; David Follett, Conservation Commission and alternate, Dennis Reip; Bryon Clemence, Agricultural Commission; Al Murphy, Housing Board; Marie Cannon, Board of Health; and Frank Powers, Council on Aging and alternate, Susan Page. Seconded by Selectman Jim Gorman. **Approved 4-0.**

Selectman Fox moved to appoint non-voting, ex-officio members to the Master Planning Update Committee for terms starting effective immediately and ending on December 31, 2015 as follows: Maria Neyland, School Committee; Kevin Mahoney, Historical Commission; Adam Duchesneau, Town Planner; Selina Shaw, Town Administrator; Tom Garmon, DPW Director; Randolph T. White, Fire Chief and Warren Ryder, Police Chief to serve alternately. Seconded by Chair Pro Tem Robert Stemple. **Approved 4-0.**

At 8:18 PM the Planning Board reconvened their meeting in the Morse-Hilberg Room of Town Hall to discuss the remaining items on their agenda.

Designation of Member for the Design Review Board

Ms. Fillmore asked how often the Design Review Board met and Mr. Duchesneau indicated they only meet on an as-needed basis when an application in the Town Center Zoning District has been filed.

Mr. Markiewicz then MADE a MOTION to appointment Mr. Pontoriero to the Design Review Board. Ms. Fillmore SECONDED the MOTION. All members voted in favor.

Mr. Duchesneau indicated that Mr. Pontoriero's appointment to the Design Review Board would be going before the Board of Selectmen at their meeting on November 3, 2014 for official appointment.

Master Plan Update Problem Statement

Mr. Markiewicz proposed some changes to the item that referenced the school system noting it is a huge asset for the community and a major draw for new families. Mr. Markiewicz then stated he was unsure how the item which referenced the high cost of living in town could be addressed. Mr. Neville noted that elements such as different types of energy resources could be explored during the Master Plan Update process to possibly address this issue in town. Mr. Duchesneau noted the items that should be added to this list should be topics that the Planning Board wanted to explore during the Master Plan Update process. Mr. Neville stated the Town Center Zoning District statement should be adjusted to indicate that it should simply be examined. Mr. Duchesneau then asked the Planning Board members to think about other topics they could add to this list and to get back to him prior to their next meeting on Monday, November 3rd.

Route 111 Sidewalk Project – Letter to State Legislators

Mr. Neville stated the letter can simply identify the culverts on Route 111 as being problematic and that their safety and durability has been called into question. However, he also indicated the

letter should state that a few years ago MassDOT felt the culverts needed emergency repairs, but to date this repair work has not been performed. Mr. Markiewicz then suggested language for an additional sentence for the letter which spoke to this particular item. Mr. Neville indicated he would hand deliver the letter to Representative Jennifer Benson at her office hours in Acton on Monday, October 27, 2014. He also asked that Mr. Duchesneau provide the Planning Board members with the legislative committee memberships of both Senator James Eldridge and Representative Benson.

With no further business, the meeting was adjourned at 8:50 PM on a MOTION by Mr. Markiewicz, SECONDED by Ms. Fillmore, with all members voting in favor.

On Behalf of the Boxborough Planning Board



Eduardo Pontoriero, Clerk